

BROAD LANE PROPERTIES LIMITED

BROAD LANE, HARINGEY

DELIVERY AND SERVICING MANAGEMENT PLAN

**REPORT REF.
2206940-03A**

February 2023

HEAD OFFICE: 3rd Floor, The Hallmark Building, 52-56 Leadenhall Street, London, EC3M 5JE **T** | 020 7680 4088
EDINBURGH: Suite 35 4-5 Lochside Way Edinburgh EH12 9DT **T** | 0131 516 8111
ESSEX: 1 - 2 Crescent Court, Billericay, Essex, CM12 9AQ **T** | 01277 657 677
KENT: Suite 10, Building 40, Churchill Business Centre, Kings Hill, Kent, ME19 4YU **T** | 01732 752 155
MIDLANDS: Office 3, The Garage Studios, 41-43 St Mary's Gate, Nottingham, NG1 1PU **T** | 0115 697 0940
SOUTH WEST: City Point, Temple Gate, Bristol, BS1 6PL **T** | 0117 456 4994
SUFFOLK: Suffolk Enterprise Centre, 44 Felaw Street, Ipswich, IP2 8SJ **T** | 01473 407 321

Contents

	Page
1. Introduction	1
2. Background Information	4
3. Delivery and Servicing Arrangements	8
4. Objectives and Measures	11
5. Trip Rates and Targets	13
6. Monitoring and Management	15

Appendices

Appendix A Site Layout

Drawings

2206940-009A Layout Overview

BROAD LANE, HARINGEY
DELIVERY AND SERVICING MANAGEMENT PLAN
Document Control Sheet

2206940-03A
February 2023

REV	ISSUE PURPOSE	AUTHOR	CHECKED	APPROVED	DATE
-	Draft Issue	TP	PR	DRAFT	15.12.22
-	Final Issue	TP	PR	DH	17.02.23
A	Final	SG	PR	DH 	22.02.23

PR

Distribution

This report has been prepared for the exclusive use of BROAD LANE PROPERTIES LIMITED. It should not be reproduced in whole or in part, or relied upon by third parties, without the express written authority of Ardent Consulting Engineers.

1. Introduction

- 1.1. Ardent Consulting Engineers (ACE) has been appointed by Broad Lane Properties Limited to prepare a Delivery and Servicing management Plan (DSMP) in respect of an upcoming planning application for land at Broad Lane, Haringey (hereafter known as 'the site').
- 1.2. The site is located within the London Borough of Haringey (LBH) which is a borough authority within the wider London area and are the local highway authority .
- 1.3. This DSMP supports a planning application for proposal to construct office space at Broad Lane, Haringey. This is to be replaced with a building comprising of 5,700sqm (GIA) of Use Class E space with associated internal refuse and cycle storage. The latest Masterplan is shown at **Appendix A** for reference.

Background Information

- 1.4. The site has permission for the demolition of the existing car war facility with the replacement of a 1,584sqm (GIA) three storey office block (former Use Class B1). This original proposal provided 5 car parking spaces including 2 disabled spaces. In addition to this associated secure refuse and cycle storage was also proposed as part of the plans.
- 1.5. This planning application was granted approval on the 24th March 2017 (Planning application ref: HGY/2016/2232).
- 1.6. A Healthy Streets Transport Assessment (TA) has also been prepared by ACE (Report Reference **2206940-01A**) to accompany the planning application and assesses and identifies the change in traffic conditions associated with the proposals, including the predicted change in person trips by all modes of transport and where relevant this TP refers to the findings of the TA.

Scope of Report

- 1.7. This DSMP has been produced in accordance with appropriate policy/guidance, including: -

1. Sustainable Design and Construction SPD (LBH, March 2013)

This document provides guidance on urban design principles for developers involved in planning new developments. The key objective of this document is to raise the quality of development within the borough.

2. London Plan Policy T7: Deliveries, servicing and construction

The London Plan states that development proposals should facilitate sustainable freight movement by rail, waterways and road. In addition, developments should be designed and managed so that deliveries can be received outside of peak hours and in the evening or night time. Finally, pertinent to this development, it discusses that development proposals should facilitate safe, clean, and efficient deliveries and servicing. Provision of adequate space for servicing, storage and deliveries should be made off-street, with on-street loading bays only used where this is not possible .

3. Delivery and Servicing Plan Guidance (December 2020)

Delivery and Servicing Plan Guidance: Planning for Safe, Clean, and Efficient freight in London, produced by TfL, provides information and links to tools and templates to help prepare a DSMP, including:

- The benefits of preparing a DSMP;
- Measures to include in the DMSP; and
- Data collection and monitoring methodology.

4. TfL's Kerbside Loading Guidance Second Edition (January 2017)

This document provides information on kerbside loading facilities on London's road network, addressing relevant freight and delivery issues, to aid decision making and to influence everyone involved with the streetscape.

- 1.8. The proposal involves office use. As the site is not occupied by prospective occupiers, it is not possible to provide full details of future operation of the site, nor of the number and timing of delivery and servicing movements at this time. However, the potential timing of delivery and servicing movements has been forecast based on the proposed land uses.

1.9. The DSMP provides a framework to manage all delivery and servicing movements to and from the site. The benefits of an effective DSMP include minimising environmental impact and the safeguarding of highway users, the DSMP will specifically: -

- Proactively manage deliveries to minimise the number of delivery and servicing trips, particularly in the weekday morning peak period;
- Identify and promote areas where safe and legal loading can take place; and
- Select delivery companies that can demonstrate commitment to following best practice, such as the Freight Operator Recognition Scheme (FORS).

2. Background Information

Site Location

2.1. The site is located to the east of Broad Lane, in Haringey. The site is bounded by a private road to the north, industrial estate to the east, residential units to the south and Broad Lane to the west. The location of the site is shown in **Plate 2.1** below.

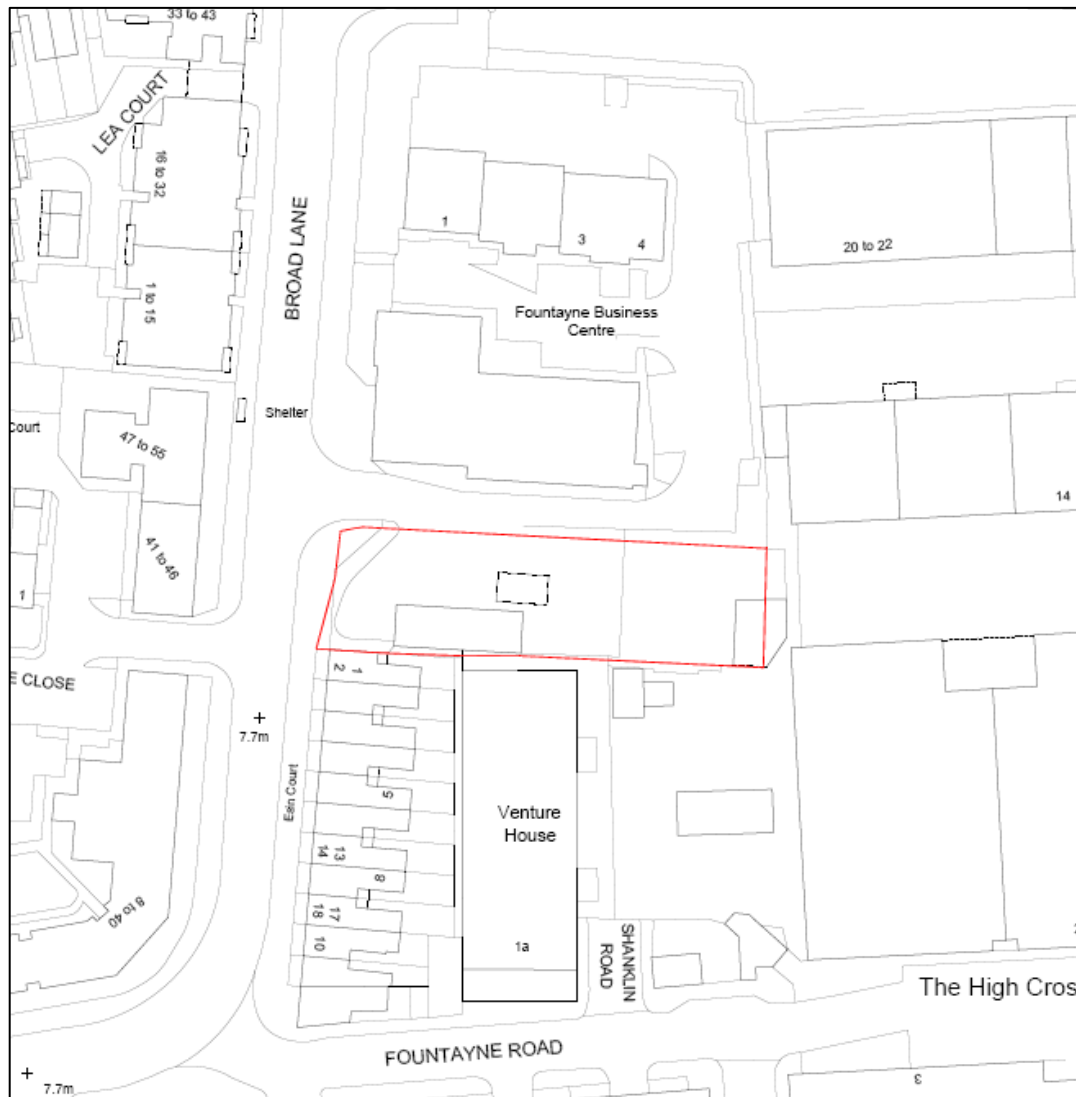


Plate 2.1: Site Location

Existing Use

2.2. The site was once occupied with a circa 1,060sqm Gross Internal Area (GIA) car wash facility. The car wash utilised an internal courtyard parking area accessed from

a private road via Broad Lane which formed the area for servicing. The site is now vacant and boarded up to prevent access, as shown in **Plate 2.2**.

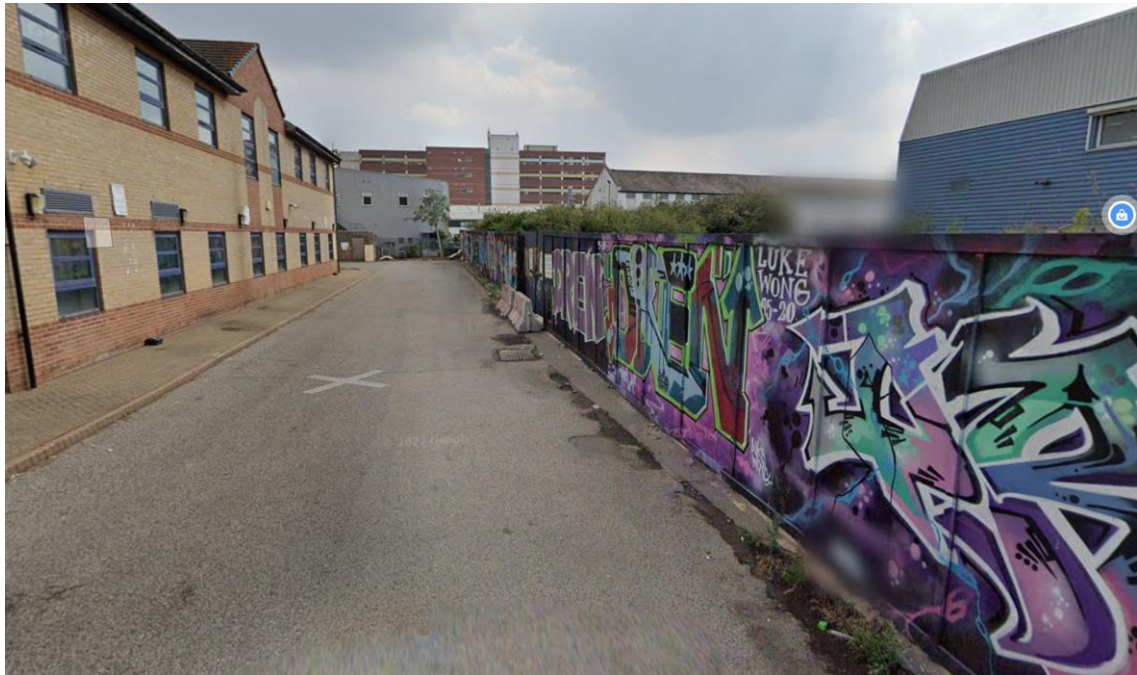


Plate 2.2: Existing Site Frontage

Surrounding Highway Network

- 2.3. Broad Lane is located to the west of the site and runs in a west to north alignment between two traffic signal-controlled junctions; one with High Road to the west and with The Hale to the north east. This road provides access to a number of commercial properties as well as several minor roads which form a residential network.
- 2.4. This road is formed of a single carriageway measuring circa 6.5m and is subject to a 20mph speed limit. This road is encompassed with double red lines along its length, meaning it is part of the TLRN red route. As part of the TLRN red route, Broad Lane is subject to a number of restrictions including parking and loading. In addition to this, a traffic calming facility in the form of a speed camera is located to the west of the site along Broad Lane.
- 2.5. Footways in excess of 2m wide are present along both sides of Broad Lane as well as street lighting placed at regular intervals along the road network. The footway on the eastern side of Broad Lane is shared with a designated cycleway, running past the western site frontage, shown within **Plate 2.3**.



Plate 2.3: Shared footway/cycleway arrangement along Broad Lane

- 2.6. The site is bordered to the north with a private road arrangement that forms the minor arm of a priority junction with Broad Lane. This road is formed of a single carriageway measuring circa 8m and provides access to a car park serving a number of commercial properties to the north of the site. The private road arrangement shares a single entry and exit point onto Broad Lane.

Development Proposal

Overview

- 2.7. The proposals comprise the construction of 5,700sqm of Use Class E space with associated refuse and cycle storage, which represents an uplift of circa 4,100sqm over the consented, but not built, office use for the site. The proposed masterplan is shown at **Appendix A**.

Access

- 2.8. The main pedestrian access will be located at the northwestern corner of the site via Broad Lane. A secondary access point is proposed on the northern frontage at the easternmost point, which will be the primary access point for those traveling using cycles.

Proposed Delivery Refuse Storage and Collection Agreements

- 2.9. It is proposed that deliveries and servicing will take place from the private road off of Broad Lane along the northern frontage of the site.
- 2.10. The majority of delivery / servicing movements associated with the site will comprise postal deliveries on a daily basis with the occasional bulk delivery such as desk / shelving type equipment typically associated with office use. It is proposed that the bulk of deliveries will be catered for by the northern frontage as per the approach adopted for the consented office scheme.
- 2.11. The refuse storage area will be located at ground level within a suitable wheeling distance of a collection vehicle which will stop on the private road frontage to serve the site.
- 2.12. The refuse storage area will be designed in line with the LBH Sustainable Design and Construction SPD, ensuring an appropriate ratio of refuse and dry recycling bins contained within the store.

3. Delivery and Servicing Arrangements

- 3.1. This chapter details the delivery and servicing activity for the proposed development. The site will employ a Management Company that will help maintain the operation of the building including facilitating servicing and deliveries, as well as refuse collection as necessary.

Delivery Strategy

- 3.2. The development comprises an office space with a small number of delivery and servicing movements expected, as outlined within the TA and presented within **Section 5.0** of this report.
- 3.3. Most delivery and servicing movements associated with the site will comprise postal deliveries on a daily basis, with the occasional infrequent delivery of bulk items for the office use. Delivery and servicing movements associated with the office element are anticipated to largely comprise stationery, postal and courier trips and so will be short dwell time and undertaken using small vehicles.
- 3.4. There will be a marked area on the private road that abuts the northern frontage of the site. This area will have signage that prohibits extended parking and will be managed by the on-site management company.
- 3.5. Delivery vehicle access will involve travelling along Broad Lane and turning onto the private road and stopping outside the site, with dropped kerbs incorporated as necessary to facilitate movement of goods/refuse containers. The marked area is located within the 50 metres maximum recommended wheeling distance to delivery premises on the site as set out within TfL's *Kerbside Loading Guidance* document. The frequency of arrival of large vehicles would be limited and deliveries will be urged to be undertaken during hours where predicted traffic is expected to be low.
- 3.6. There will also be delivery movements undertaken by car and motorcycle, which will also occur but on an *ad hoc* basis. Considering the anticipated occupiers of the site, it is not expected that these movements would be particularly frequent, nor cause a detrimental impact on highway safety or capacity.

- 3.7. **ACE Drawing Number 206940-009A** demonstrates the proposed delivery and service arrangements for the site, including swept path analysis and supporting waiting restrictions to be incorporated on the private road.
- 3.8. Operators and commercial users will be informed about the delivery strategy, and site management will enforce it.

Refuse Collection Strategy

- 3.9. The proposed development will provide an internal refuse storage area located on the ground floor.
- 3.10. The refuse area is located on the ground floor near to the second access point of the site. This will then allow for them to be collected and taken to the refuse vehicle will be parked at the area along the northern frontage of the site on the private road.
- 3.11. It is important to note that refuse vehicles will be able to collect the bins from within 10m of the holding area within the site to comply with current requirements.
- 3.12. In terms of refuse collections, the layout has been designed with regard to TfL and LBH guidance.
- 3.13. Vehicle swept path analysis has been undertaken and **ACE Drawing Number– 2206940-009A** demonstrates that a refuse vehicle would be able to service the site. A management company will be appointed to ensure that the vehicle would be able to satisfactorily position itself within an acceptable carry distance (10 metres) of the refuse holding area.
- 3.14. With the above strategy in place, refuse and recycling collections at the development will continue to be satisfactorily achieved without adversely affecting the existing highway network.

Routing

- 3.15. The delivery vehicle routing arrangements on the local highway network would mirror the routing associated with current site, accessing the site from the principal routes locally and utilising Broad Lane for access to the wider strategic road network.

3.16. In the wider area, it is envisaged that the majority of delivery vehicles will access the site from one of two routes; via the A10 (west of site); or via the A503 (north east of site) of the wider network.

3.17. These routes are considered suitable for all vehicle types and are considered the most suitable route for delivery / servicing vehicles travelling to the site.

4. Objectives and Measures

4.1. The main objectives of the DSMP is to ensure deliveries are effectively managed at the site and to help reduce the potential negative impacts of delivery and servicing activity because of the development.

4.2. Sub-objectives of this DSMP include:

- To promote use of low or zero emission vehicles for delivery and servicing;
- To reduce the number of delivery and servicing trips; and
- To provide a reduction of local traffic levels / congestion as a consequence of delivery and servicing activities.

4.3. To minimise the potential impact of service vehicles on the local highway network, the following measures could be taken into consideration once the site is occupied. These could be co-ordinated by the site management company.

- Delivery drivers will be provided with the details/location of loading facilities which they should use, including the restrictions to ensure that these are used within the legal parameters;
- Any deliveries for the commercial units will be undertaken during hours where predicted footfall through the core of the site is expected to be low (i.e. outside of peak hours);
- Overnight refuse collection and deliveries will be considered where feasible;
- A vehicle arrival sheet could be completed to identify the level and type of delivery movements made to the site. This could then be used to reduce the frequency of deliveries made to the site by consolidating deliveries or reviewing supply chain operations; and
- Work with other occupiers within the building to consolidate vehicle movements to and from the site, this could be achieved via a booking system. The booking system will allow for efficient management of servicing and delivery trips to the site.

- 4.4. The above measures will help ensure efficient operations at the site by managing and reducing deliveries and servicing trips, and by minimising the impact of the proposals on the surrounding highway network. The measures are preliminary at this stage but will be confirmed once the scheme is consented.
- 4.5. The site will promote use of low or zero emission vehicles for commercial delivery and servicing.

5. Trip Rates and Targets

Predicted Trip Generation

- 5.1. This section examines the likely number of daily service vehicle trip generation for the proposed development and the overall impact on the surrounding highway network.
- 5.2. Daily service vehicle trip rates have been generated for the proposed site using surveys from the TRICS Database. The total number of forecasted daily LGV trips for the site are summarised in **Table 5.1** below.

Site	Weekday AM Peak (08:00-09:00)			Weekday PM Peak (17:00-18:00)			Weekday 12-hour (07:00-19:00)		
	Arr	Dep	Total	Arr	Dep	Total	Arr	Dep	Total
LGV Trip Rates (per 100sqm)	0.021	0.021	-	0	0.021	-	0.063	0.063	-
LGV Trip Generation (5,700sqm GIA)	1	1	2	0	1	1	3	3	7*

Table 5.1: Total Proposed Development LGV Trip Generation (*subject to rounding)

- 5.3. the site is expected to generate between 1-2 two way movements within the peak hours.
- 5.4. Considering the above, the level of existing servicing trips could be up to 7 two-way servicing movements per day. This equates to an average of up to 1 two-way movements per hour over the course of a 12-hour period. The TfL document 'Kerbside Loading Guidance' (January 2017) suggests that the average dwell time for a vehicle is circa 20 minutes and therefore, noting that the area in the frontage could contain one LGV, it is considered that the predicted movements can be accommodated.
- 5.5. In line with the objectives set out in **Section 4.0**, the forecasted number of servicing trips will be maintained. This can be achieved through several of the measures set out within **Section 4.0** including allowing for deliveries and servicing trips to be arranged outside of peak hours to avoid adding to congestion on the road network. The booking system previously mentioned will aid in facilitating this and restricting dwell time.
- 5.6. In addition to the above, it should be reiterated that overnight refuse collection and deliveries would also be advocated at the development as stated within TfL's pre-

application letter. This will restrict the number of vehicles that can visit the site during the peak hours when local traffic levels are high.

Targets

5.7. In order to achieve measurable outputs from the DSMP process, it is important to establish targets from the outset, against which progress can be measured.

5.8. It is important that the DSMP actively seeks to ensure that delivery and servicing trips remain as low as possible and are carried out with minimal effect on the local area.

5.9. Targets for this DSMP include:

- Maintain the number of delivery and servicing trips over a 5 year period; and
- An increase to the proportion of low or no emission vehicles using the site.

5.10. The targets as set out above are considered to be "SMART":

- **Specific:** A target to maintain the level of vehicle trips.
- **Measurable:** The number of delivery and servicing trips. This will include details on travel times / patterns to allow the number of journeys to be determined.
- **Achievable:** It is considered that given the nature of the site the number of deliveries is expected to be low.
- **Realistic:** It is considered that a target to maintain the level of vehicular trips at 7 two-way trips a day is realistic given the measures contained within this DSMP.
- **Time-bound:** The targets are to be met within five years of initial occupation of the development.

6. Monitoring and Management

- 6.1. The purpose of this DSMP is to help mitigate any negative impacts of delivery / servicing activities at the proposed development site. This will be achieved by making use of the previously used delivery and waste collection arrangements and by implementing the mitigation measures outlined in **Section 4.0**.

Monitoring

- 6.2. The site management company will monitor deliveries and servicing activities associated with the site. This will include a number of observations including on-street parking availability and possible issues / conflicts which arise as a result of servicing or deliveries at the site.

Management

- 6.3. The site management company will take responsibility for developing and managing the DSMP. It may be necessary for additional measures to be implemented to help achieve the objectives of the DSMP such as to:-
- Communicate with suppliers (where necessary) and encourage them to follow best practice guidance such as the FORS;
 - Ensure delivery drivers are aware of the appropriate loading and parking arrangements around the site which should be used, where possible; and
 - Take action where required to address any issues highlighted within the monitoring process.

Drawings



KEY:

RED LINE BOUNDARY

VEHICLES USED:

FTA Design Rigid Vehicle (1983)

Overall Length: 10.000m
Overall Width: 2.500m
Overall Body Height: 3.427m
Min Body Ground Clearance: 0.427m
Track Width: 2.500m
Lock to lock time: 4.00s
Kerb to Kerb Turning Radius: 12.000m

Dennis Eagle Olympus 8x4MS Refuse Vehicle

Overall Length: 10.325m
Overall Width: 2.500m
Overall Body Height: 3.680m
Min Body Ground Clearance: 0.431m
Track Width: 2.400m
Lock to lock time: 4.00s
Wall to Wall Turning Radius: 11.200m

NOTES:

- EXISTING PARKING SPACES INDICATIVELY PLOTTED BASED ON GOOGLE EARTH IMAGERY.
- BASED ON THE GROUND FLOOR PLAN RECEIVED FROM MARK SMITH ARCHITECTS ON 20/02/2023.
- SEE ARCHITECTS PLAN FOR PROPOSED INTERNAL LAYOUT.

FOR INFORMATION ONLY

A	UPDATED MASTERPLAN	SG	PR	DH	21.02.23
Rev	Description	Dwn	Chk	App	Date

ARDENT CONSULTING ENGINEERS

Third Floor
The Hallmark Building
52-56 Leadenhall Street
London
EC3M 5JE
Tel: 020 7680 4088
Web: www.ardent-ce.co.uk
E-mail: enquiries@ardent-ce.co.uk

worksafe consultant

www.smasitd.com

SSIP

BSI

Client:

BROAD LANE PROPERTIES LIMITED

Project Title:

BROAD LANE, HARINGEY

Drawing Title:

LAYOUT OVERVIEW

At Scale	Date	Designed by
AS SHOWN	FEB 2023	KI
Drawn by	Checked by	Approved by
KI	PR	DH
Drawing Number		
2206940-009		
Rev		
A		

Reproduced from/based upon Ordnance Survey material with the permission of the Controller of Her Majesty's Stationary Office. Crown Copyright Reserved. License No. 100044561

File Location: y:\ardent\projects\2206940 - broad lane, haringey\technical\acad\drawings\2206940-009a layout overview.dwg

Appendix A

Site Layout

Broad Lane

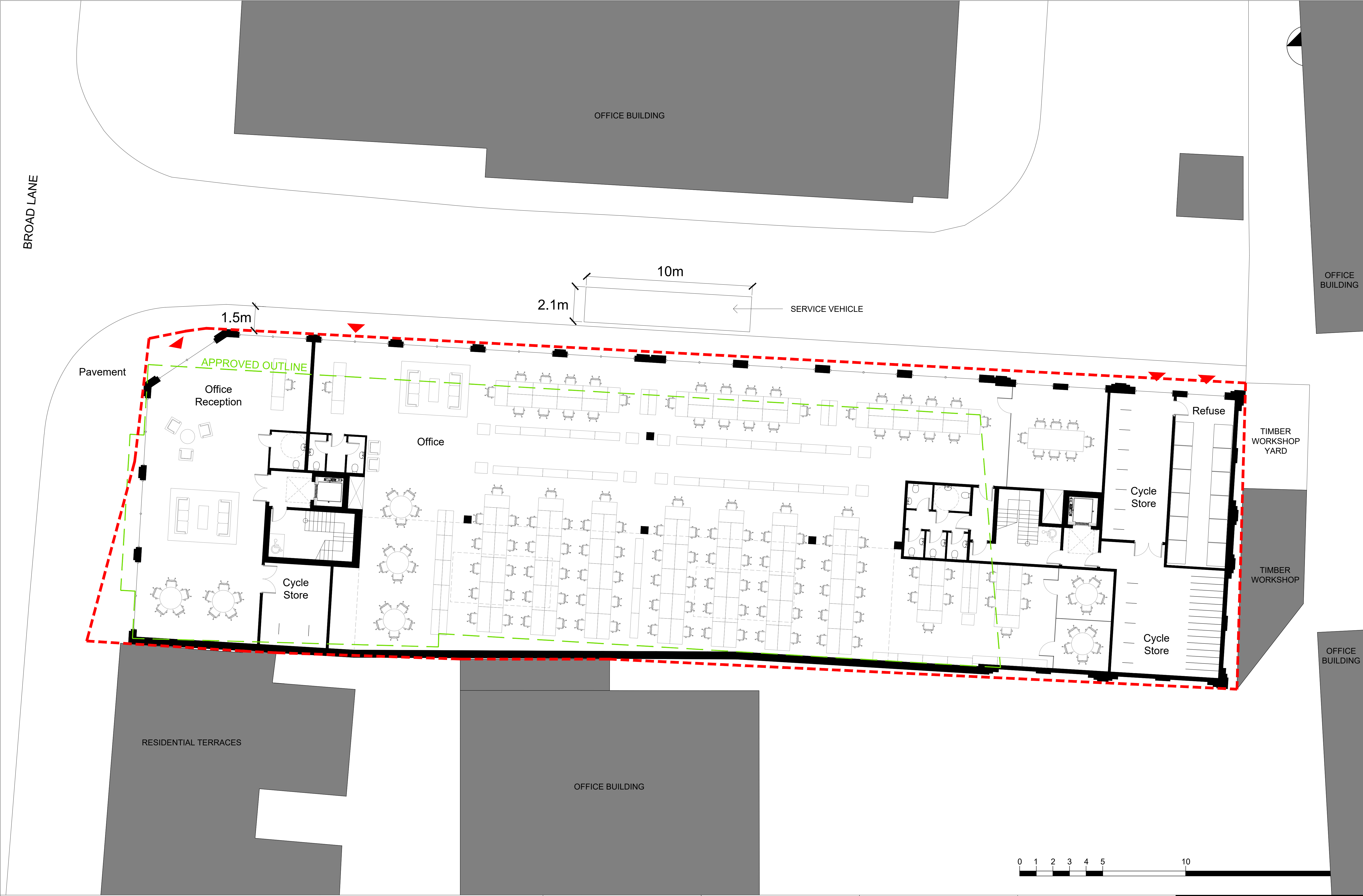
Area Schedule

Level		G.I.A (m.sq.)	G.I.A (sq.ft.)		N.I.A (m.sq.)	N.I.A (sq.ft.)		G.E.A (m.sq.)	G.E.A (sq.ft.)
0		1130	12163		887	9548		1215	13078
1		877	9440		791	8514		970	10441
2		877	9440		791	8514		970	10441
3		873	9397		785	8450		964	10376
4		763	8213		679	7309		850	9149
5		478	5145		422	4542		535	5759
6		232	2497		189	2034		271	2917
7		232	2497		189	2034		271	2917
8		232	2497		189	2034		271	2917

G.I.A. = 5694 sq.m / 61290 sq.ft.

N.I.A. = 4922 sq.m / 52980 sq.ft.

G.E.A. = 6317 sq.m / 67996 sq.ft.



All dimensions to be checked on site prior to construction or manufacture. Refer also to written specification of works where applicable. No dimensions should be scaled from this drawing for construction purposes. Any discrepancies found between this drawing and other drawings should be referred to consultants immediately.

This drawing is the property of Mark Smith Architects Limited. Copyright is reserved. This drawing is issued on the condition that it is not retained by any unauthorised person. It may not be reproduced or disclosed or used, either wholly or in part without written consent of Mark Smith Architects Limited.

PROJECT
FORMER CAR WASH SITE,
BROAD LANE, HARINGEY

CLIENT
BROAD LANE PROPERTIES LIMITED

DRAWING
PROPOSED
GROUND FLOOR PLAN

SCALE
1:100 @ A1

DATE
JULY 2022

CHECKED
MS

STATUS
PLANNING

DRAWING No.
2106_PL_110

REVISION
A

Mark Smith Architects Limited